

Meeting Called to Order: 2:00PM

Board Attendees:

Jean Salls, Suzy Palmer, Karen Shaak, Ed Delahanty, Bob Peetz, Dan Jones, Maria Chamberlain

Memberships in attendance: 9

President's Report

Jean Salls

- Jean described ACBC's four guiding documents:
 1. Covenants – one exists for each of the 7 divisions
 - Describes an individual property owner's responsibilities (the document is issued by a title company to an owner of property in a) this document requires 51% majority to change for each division.
 2. Articles of Incorporation (AOI) - describes formation of ACBC as a non-profit corporation and the powers of the corporation. This document may be changed 2/3 majority vote of the membership.
 3. Bylaws – Rules established by ACBC that provide a framework for operation and management. This document requires a majority vote to change.
 4. Standing Rules – Rules established by the Board of Directors that relate to the details of the administration of ACBC. This document can be change by action of the Board of Directors.
- Outflow pipe repair has some traction and is moving forward.
- IRS – Years 2009-10-11 are fixed – files and paid. The cost was about \$5,000 for penalties and corrected filings. A spreadsheet that indicates what needs to be filed by when is being created. Updates as to filings and payments will be notated.
- 2012 reports and payments are complete except for 1099's for contractors (due by Feb 15th)

Secretary's Report

Karen Shaak

Minutes of the January 2013 meeting were approved as written.

Treasurer's Report

Maria Chamberlain

- Member dues are steadily increasing.
- Balance sheet was reviewed
- About 1/3rd of dues payments for 2013 have been received
- Insurance premium was received, half due - \$8,000 (\$367 per year additional fee for Terrorism)
 - →Motion made to pay the terrorist coverage if necessary – MMSA
- Bills for payment were circulated – Reserve Association, Utilities, Accountant, etc.
- New purchasers of homes in the Cove of foreclosed properties are challenging the membership fees. Many of the title companies did not collect fees to negate balances prior to changing ownership. New owners do not want to pay dues that are past due and dispute the requirement.

Admiral's Cove Beach Club

- A request was made for the secretary to write a letter for title companies that will make it clear that these are the current bylaws, dues are annual, how to contact us...

Committee Reports

Grounds – Russell Chamberlain

- Work party fixed the door latch
- Pool sensor moved to reduce random calls to the sheriff
- Pool cover was re-secured
- New lock has been installed on the trash bin
- Parking lot was re-graded
- Spyderman provided pricing for opening the culvert that is plugged (\$300-500)
- Meeting forthcoming to talk about the outflow pipe
 - Maria, Carol and Suzy got some clarification from the county as to the forms that need to be filed to fix the pipe (\$250 fix). We will need to acquire a permit for \$1,000 to fix the pipe. The repair with permits is expected to not exceed \$1500.00.

Pool - Cathie Harrison

- Stig Carlson (architect) in process on the pool building. Mr. Carlson will be providing a needs assessment of the building.
- Better prints were located by Tim Harmon; Maria will acquire copies
- Pool inspector write-up in progress; inspection is complete.
 - Strongly suggested a pipe inspection
- Cathie suggested that we are a couple months from having numbers that can be presented to the membership for a vote.

Long Range Planning – Karen Shaak

- Reserve Association options were described and the committee agreed to move forward with an on-site study. A check was requested for down payment; study will be scheduled when check is received.
- The committee met and started a formal plan that describes the corporate Vision, Mission, Goals and Action Plan

Social - Sue Corliss

- Provided input on acquisition of a TV and components for the shelter to promote movie nights and other events.
- → Motion made to purchase a TV, rack mount, DVD for about \$1500 - MMSA
- Karen volunteered to interrogate Wave Broadband to determine the cost of pulling a cable from Keystone to enable cable/internet service.

New Business

- Architect contract – ADA section added

- Moving forward with Attorney opinion; questions submitted and prioritized.
- The board walked through the existing 1985 standing rules and recommended the following edits:
 1. Jean suggested rules should be amended as per article in the bylaws
 2. Minutes – various members provided input
 3. PO box should be maintained (vs secured)
 4. Service charge on dues – 10% not to exceed \$25. Change fee levied from July 1 to 45 days from date of annual billing
 5. Checking and savings accounts (No Change)
 6. First Class Postage - (No Change)
 7. Bulk Postage (No Change)
 8. Minutes (board and membership) posted at the pool **and online**
 9. Lots combined (Remove – they are in the bylaws)
 10. Swimming Pool Opening times (No Change)
 11. Children under 13 (change from 8 years)
 12. Signs – (Remove)
 13. Contracts with employees (Remove)
 14. Purchases – add OVER \$4,000
 15. Renters - modify swimmer fee
 16. Fiscal Year – Change to Jan 1 :Dec 31 Effective 2014
 17. Liability (No Change)
 18. Agent (No Change)
 19. Corporate Seal (No Change)
 20. Covenants – (No Change)
 21. Shelter purpose – (No Change)
 22. Shelter Charges – change to as specified by the board
 23. Swimming season pool charge – change to as specified by the board
 24. Shelter reservation – change to Board
 25. Keys – change to Board

- Russell Chamberlain reported that the ongoing parking lot destruction is from an ATV. Anyone knowing the owner please contact the Club with information at...

Meeting Adjourn 4:00PM